

MINUTES OF LAND BANK BOARD OF DIRECTORS MEETING

June 15, 2012 3 PM

Edward A. Rath County Office Building, Room 1004

Maria Whyte – opened meeting – called for introductions around the room – completed.

MW - thanked everyone for attending
- Mentioned Art Voice article
- Conference in New Orleans June 20-22 – MW will be attending – registration is still open – a good learning experience

Marty Polowy – Certificate of Incorporation – issues have been taken care of regarding the Intergovernmental Agreement, and Certificate of Incorporation has been officially filed.

Hub Frawley – mentioned another Conference October 14th in Michigan

MW – letter sent regarding this meeting and establishing officers for the Land Bank – any motions?

Christina Orsi – motioned – Maria Whyte – Chair; Brendan Mehaffy – Vice-Chair
Jim Comerford – seconded; passed with no objections

Jim Magavern – confirmed Board Members serve annual terms

MW – nominated Frank Krakowski for Secretary; Joe Hogenkamp – seconded; all in favor

MW – Mike Siragusa (County Attny.) nominated Joe Maciejewski for Treasurer; Maria Whyte seconded – all in favor

MW – per Intergovernmental Agreement – must establish Principal Office – location and contact – MW offered DEP office and was accepted

Joe M. – said DEP should give info ASAP to Brendan Mehaffy on all matters

MW – Thanked Jason Knight and Jennifer Sepulveda for all their help

MW – By-Laws need to be adopted – went over binder materials
- By-Laws were included in letter regarding this meeting. Any thoughts on By-Laws?
Jim MacGavern said there was nothing to comment on.

Brendan Mehaffy – said Board needs to clarify with other municipalities – give copies to them

Hub Frawley – will pass on info to the Mayors and Supervisors

MW entertained a motion to adopt By-Laws Frank Krakowski made the motion; seconded by Joe M. – Adopted

Jason Knight – mentioned the financial reporting requirements of the Authorities Budget Office – he met with ECIDA and was given a thick manual – Substantial effort will be needed for this requirement – we were informed of this after the application.

MW – the financial reporting is a staff-heavy requirement.

MW participated in the BOD training required by the ABO – also Brendan Mehaffy, James Comerford and Christina Orsi. Board Member Training can be done by Webinar in about 3 hrs. which she just completed. Jason Knight said it can be done in about 2 hrs. with a total of 10 people – first come, first served – offered twice a year.

Board Members must provide a copy of the e-mail they receive stating they had the training, within the first year.

MW – the designated spot will be the 10th floor, Rath Building for communication

MW – Intergovernmental Agreement states Rules and Procedures be established within 90 days of the ESD approved application (5/17/12), so by 8/10/12 the R&P are needed. Then to adopt the Budget, and decide which properties to acquire. The R&P should describe how the Land Bank will acquire properties, most likely through a RFF – Request for Foreclosures.

MW - a) Is there something we are missing?
b) R&P – working group to be established

Comments: Hub Frawley – Excellent idea to put through municipalities; get a few from each municipality.

Joe Hogenkamp – Need Reso through the governing bodies that clearly states which properties the municipality wants the Land Bank to acquire.

Joe Maciejewski. – properties need to be in fairly decent condition to turn over

Hub Frawley – Ho much money do we have to work with?

MW - Nothing right now; however the Co. Exec. noted \$100,000
- Sell properties: 10 @ \$25,000 each to start
- Apply for grants available

MW – How many meetings needed before and including August 10? Working Group to do draft and get to board members before Fri. July 20 meeting, and adopt by Fri. Aug. 10 meeting. Meetings should be earlier – **10 am for each meeting was agreed upon.**

MW – asked Brendan M. and Joe M. to serve on Working Group with Jason Knight, Marty Polowy, Joe Hogenkamp and Hub Frawley. Others are welcome.

MW – will get Rules and Procedures from other entities before next meeting.

Brendan Mehaffy – Manage expectations

MW – Any other Next Steps?

Joe Hogenkamp (C. Tona) – need to define process – get resolutions, mission statements (which might change in the next 5 years) – RFF

MW – per schedule of meetings – July 20 – 10 am; Aug. 10 – 10 am. Good enough for now? Agreed.

Brendan M. – Schedule of Tax Foreclosures for FGUs – October 29, 30, 31. County – March 5, 2013 per Joe M.

Joe M. – County sets the dates.

Christina Orsi – July 16 deadline for Consolidated Funding Application

MW – adjourned meeting 3:45 PM

Recorded by: Carol Wirth

Submitted for Approval by: Frank Krakowski, Secretary